

**CAMBRIDGE WATER BOARD
MEETING MINUTES
November 3, 2003**

The President called the meeting to order at 5:15 p.m. at 250 Fresh Pond Parkway.

Those in attendance were:

Cambridge Water Board (CWB): Joseph J. Harrington, Ann C. Roosevelt and Philip M. Weinberg.

Cambridge Water Department (CWD): Sam Corda, Tim MacDonald and Chip Norton.

Guests: Jeremy Valdez, Boston College Law Student

A. MINUTES OF OCTOBER 7, 2003 MEETING

The minutes of the October 7th meeting were approved as amended by unanimous vote of the Board.

B. MANAGING DIRECTOR'S REPORT

The Department webpage is almost ready to launch. It was suggested that the Board members browse the page and make comments to the Managing Director. In addition, it was asked what the Board members preference would be relating to phone numbers, e-mail addresses and photographs.

The automatic meter reading (AMR) program is moving ahead. A visit was made to the Boston Water Sewer Commission to see how their AMR Program was going. They have installed half of their 90,000 units at the time of our visit. They gave us an outstanding outlook of what we might expect during the installation phase of the project. Based on this visit we will need to establish the appropriate level of staffing for both installation and subsequently operation of the AMR system. An area of major concern is "Information Technology" (IT) this will be discussed within the committee¹ formed and the Deputy City Manager. The general schedule is to start the installation of the AMR system on April 1, 2004. Therefore, the bid effort needs to move along swiftly to meet this objective. The Engineering Division is working on the three specifications deemed necessary, they are: 1) meter bid, 2) AMR System Request for Proposal (RFP), and 3) the installation of meters and the AMR system.

C. OPERATIONS

Transmission and Distribution:

P. Weinberg asked when the Cambridgeport Roadways project was going to start. The project has started and will continue throughout the Winter weather permitting.

Watershed:

C. Norton gave a summary of the various projects that are currently on-going. Of particular interest is the acquisition of land in the watershed. Community Preservation Act (CPA) funds are available for this and there are two parcels of land being considered at this time. The

¹ The AMR committee consists of seven (7) members, they are: Louis Depasquale, Assistant City Manager for Finance; Cynthia Griffin, City Purchasing Agent; Mary Hart, City MIS Director; Dave Kale, City Budget Director, Sam Corda, CWD Managing Director, Cassandra Koutalidis, CWD Manager of Engineering and Program Development; Joe Palomba, CWD Business Manager.

Department has been working to develop a strategy for land acquisition with the City Managers Office.

J.J. Harrington suggested that the Board subcommittee be activated to support this effort as it is very important to the preservation of high quality raw water. The watershed subcommittee will consist of J.J. Harrington, P. Weinberg and C. Norton.

Other projects of interest are: 1) Alewife Brook/Concord Avenue, 2) Golf Course Drainage, 3) Dog Management planning, 4) Black's Nook Area (supported by the Cambridge Plant and Garden Club) and 5) Requests for use/easements of City owned property that lies upcountry. All of these projects require the continued support from the Watershed Division, Water Department and in some situations the City Managers office. The Dog Management planning has slowed down due to the complexities of this effort and the parties concerned (Water Board, Fresh Pond Advisory Board, Water Department, Dog Owners, Health Alliance, and the non-dog owners).

C. Norton mentioned that an abutter to the Stony Brook Reservoir had cut down quite a few trees down stream of the dam on City property. We are working with the Waltham Conservation Commission and DPW on resolving this problem. There is the potential for erosion and this area will likely have to be stabilized. The Department is looking into have some boundary markers installed to help reduce this type of unauthorized activity from happening.

J.J. Harrington mentioned that the City was still working with Waltham to finalize the MOU relating to the recapture of 35 acres in Waltham. He also asked about the water supply status. Presently we are discharging about 14 MGD to the Charles River as a result of all of the rain we have had. J.J. Harrington reiterated that we need to review the historical data and look at how we can recapture some of the lost water typically during the Spring rainy season.

Business:

It was mentioned that the revenues are down slightly for the current fiscal year.

Water Operations:

The work with WEDECO, Walsh and CDM on resolving the ozone generator problems is moving ahead. We have solved the pre-ozonation problems. The DAF recycle pump manufacturer is reviewing their pump system and will be visiting on November 5th and 6th. J.J. Harrington asked if we had come up with any alternatives to cleaning the DAF tanks? T. MacDonald answered that we have established a procedure using submersible pumps and on the second iteration of tank cleanings the process went well.

The Department of Environmental Protection (DEP) Comprehensive Performance Evaluation (CPE) on the Plant went very well we had three comments of the least possible category. The CPE is a non regulatory review of the optimization of the treatment process based on turbidity. We are currently meeting this optimized standard of 0.05 NTU's.

J.J. Harrington asked about how the filters were running and what the cores looked like? T. MacDonald stated that the cores looked good and that we were reducing the filter backwash times. He also said that we will not have to replace the filter media as often as originally anticipated and that the replacement will likely be based on the size and consistency of the filter media. Dr. Harrington stated that the filters work biologically through fixed film adsorption. He used wastewater trickling filters as an analogy.

The Laboratory had the DEP Certification audit. This process went well and we expect to meet the requirements to reacquire the certification status at the new plant (with the new equipment) that we had before closing down the old lab in the old plant).

Engineering and Program Development:

Harvard has acquired the Blackstone Street steam generating plant and has asked if they could use MWRA water for this plant because it would be advantageous for them from a processing point of view. A meeting has been set-up to discuss this situation on November 11, 2003 at the Water Department.

J.J. Harrington asked for an explanation of what the acronyms “DCVA” and “RPZ” mean relating to the Cross Connection Program. DCVA is a “Double Check Valve Assembly” it is a backflow prevention device that is used to protect the public water supply from fire protection lines. RPZ is a “Reduced Pressure Zone” backflow prevention device that is used to protect the public water supply from other potential non-potable water sources.

D. Action Items

None

E. Miscellaneous Correspondence and Items of Interest

J.J. Harrington met Pat Pratt and she mentioned that her husband appreciated the letter of thanks from the Board. J.J. Harrington asked how close was the spill to the watershed? C. Norton answered that it was about 200 feet away from the watershed boundary.

F. New Business

There have been more requests for tours and the protocol is being changed to go through Mr. Dunphy.

G. Next Meeting Dates:

- Monday December 1, 2003 – Approved
- Tuesday December 2, 2003 – Annual Dinner (for information only)
- Monday January 5, 2003 - Approved

Meeting adjourned at 6:40 p.m.

Minutes approved by vote of the Board

Signed: _____ Date: _____
Joseph J. Harrington